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Building Committee Minutes 12-17-2002

**TOWN OF ARLINGTON
MINUTES
REGULAR MEETING
PERMANENT TOWN BUILDING COMMITTEE
TUESDAY, DECEMBER 17, 2002**

PRESENT: John Cole, Chairman Kathleen Donovan
 William Shea, Vice Chair Nancy Galkowski
 Thomas Caccavaro Robert Juusola (arrived 8:30 p.m.)
 Teresa DeBenedictis Suzanne Owayda

ABSENT: Charles Stretton

PARTICIPANTS: Design Partnership of Cambridge Inc. (David Finney, Joe Drown, Walter Jacob
 Stefan Chaires, DRA)

CALL TO ORDER: 7:30 p.m.

THOMPSON & STRATTON SCHOOLS – DESIGN PARTNERSHIP OF CAMBRIDGE INC.

- Mr. Joe Drown of Design Partnership presented an update of where the architects are on the designs for the two schools with respect to discussions with the School Department and some of the architects' preliminary ideas.

• A project schedule and a list of agenda items for future PTBC meetings were distributed to the committee for review. Mr. Cole noted that the next meeting of the PTBC will take place on January 7th. A full schedule of 2003 PTBC meetings will be provided to the committee and to the architects.

• A letter authorizing the architects to proceed was issued by Mr. Juusola. This letter will serve as an interim agreement during the time the contract is being developed. Mr. Drown indicated that the letter needed to be signed.

• A survey proposal for the existing buildings was presented. The fee for the Thompson was \$13,340 and for the Stratton \$15,640. Ms. DeBenedictis will check with the Engineering Department to see if there are any surveys of those sites on record.

- Public meetings will be scheduled at each school, the Redevelopment Board, and for Special Town Meeting.

- Educational specifications are being prepared.

- According to Mr. Walter Jacob, the MTC feasibility study grant (\$20,000) application has been submitted with the assistance of Sustainable Arlington and David Kale. This grant is for potential use of alternative energy sources. The architect should have a response to the application within the next several weeks.

- The deadline for the MTC construction grant is February 5, 2003. Mr. Shea noted, however, that the MTC *construction* grant would require that construction start by the year 2006 (which is an improbable timeline for Arlington).

- The hazardous materials engineers are on site and going through the buildings for asbestos.

- The Chairman noted that the PTBC had several areas of concern from past construction experience and urged the architect to contact the following departments early in the process:

• Fire Department (Important to meet with the Fire Dept. early in the process and have them provide written conclusions of their meetings with the architect.)

• Building Department Inspector

• Food Service Director

• Department of Public Works

- There was a review of each existing site analysis by Mr. Bob Bell.

- The architects were advised that the PTBC will make all financial and program design decisions.

- The PTBC will explore land authority with the Parks & Recreation Department. Ms. Donovan will check to see who has land jurisdiction at each of the schools.

PEIRCE SCHOOL UPDATE – S. CHAIRES

- Submittals this evening include a change order (for some items requested by the Fire Dept. as well as sod and future irrigation system items) and an updated modification log (copies distributed to the committee).
- The committee will set up a meeting with Ralph Castagna, Mike Black, and David Kale early in January to discuss the monetized punch list and the \$25,000 credit from the electrical contractor. The monetized punch list process is close to completion. Castagna hopes to have his subcontractors in the building in the next several weeks to wrap up any of those items.
- Discussion of other monetary issues will be tabled this evening until after the above-mentioned meeting. On a **MOTION** by Mr. Shea and seconded by Mr. Caccavaro, it was VOTED to **approve Change Order No. 9 in the amount of \$22,367.02**. ROLL CALL VOTE: Unanimous
- Two issues remain to be resolved before the Building Inspector can issue a temporary occupancy permit. The punch list and the noise evaluation letter from Acentech must be submitted to the Building Inspector. Mr. Chaires will refax the letter from Acentech to the Building Inspector, and a copy will be sent to Mr. Caccavaro.

DALLIN DESIGN SCHEDULE

- Ms. Owayda reviewed the unanimous motion made by the School Committee on November 26th to delay funding the restart of the final Dallin design plans until late March, early April. The recommendation of the School Committee has not changed since the recent meeting with the Board of Selectmen. At the Selectmen's meeting, there were compelling arguments in favor of restarting the Dallin plans.
- During the PTBC's discussion of the issue this evening, several points were made. Mr. Shea favored the completion of the design with cost estimates but wanted to delay the bidding process until a decision about funding comes from Town Meeting in the spring. Ms. Donovan supported the School Committee position that there be a delay of several months until there was some sense of when and if the money would be appropriated from the state. Mr. Caccavaro felt that the voters had directed the PTBC to go forward with the design. He was in favor of putting the bid on the table and letting Town Meeting decide how the project would be funded. Ms. Owayda felt that the PTBC was obligated to know how the schools would be funded. She said that a short delay would give them a better understanding of the financial picture. Ms. Harrington spoke from the audience. She did not believe that waiting for the new governor's budget was going to clarify financial issues in March as the legislators most likely would not be voting until late summer or early fall. She made reference also to the clarification of the town's use of debt excluded funds from the Department of Revenue. Ms. Galkowski also felt that the financial picture would not be any clearer by delaying the decision and could not think of any good reason to delay the project.

On a **MOTION** by Mr. Caccavaro and seconded by Mr. Juusola, it was VOTED to **go forward at this time with the Dallin design and bidding process and present the results to Town Meeting in May for further direction**. ROLL CALL VOTE: 6-2-0 (Mr. Cole, yes – Mr. Shea, yes – Mr. Caccavaro, yes – Ms. DeBenedictis, yes – Ms. Galkowski, yes – Mr. Juusola, yes – Ms. Donovan, no – Ms. Owayda, no) The motion passed.

- The committee will negotiate with DRA for a revised contract, and DRA will come back to the committee with a revised schedule at its meeting on January 7, 2003.

PARK AVENUE FIRE STATION

- Ms. Galkowski had a brief meeting with the architect (Greg Carrell of The Carell Group, Inc.) who is rewriting the contract. Mr. Carell will come before the PTBC on January 7, 2003.

EXECUTIVE SESSION

On a **MOTION** by Ms. Donovan and seconded, it was VOTED to **move into Executive Session to discuss matters relating to personnel issues and architectural fees for the Dallin School and the Thompson and Stratton School projects and to come out of Executive Session for the purpose of resuming other business in regular session**. ROLL CALL VOTE: Unanimous

REGULAR SESSION

On a **MOTION** by Mr. Donovan and seconded by Ms. Galkowski, it was VOTED to **move out of Executive Session into public session to continue the meeting**. ROLL CALL VOTE: Unanimous

Minutes – PTBC – December 17, 2002

APPROVAL OF MINUTES

On a **MOTION** by Ms. Donovan and seconded, it was VOTED to **approve PTBC meeting minutes for October 29, November 5, December 3, and December 9, 2002**. VOTE: Unanimous

INVOICES

On a **MOTION** by Mr. Caccavaro and seconded by Ms. DeBenedictis, it was VOTED to **approve the following invoices from Conn, Kavanagh, Rosenthal, Peisch & Ford for contracted legal services:**

- Brackett - \$63.00
- Dallin - \$722.00
- Peirce - \$105.00
- Target Masonry vs. T. R. White - \$158.00
- N. E. Piping vs. Casby - \$85.20

ROLL CALL VOTE: Unanimous

DCAM EVALUATION

- Mr. Caccavaro will meet with Castagna to develop the DCAM (Division of Capital Asset Management) evaluation.

ADJOURNMENT

The meeting was adjourned at 10:25 p.m.

Respectfully submitted,

Marie Carroll